

# **VSH Steering Committee Meeting Minutes**

February 18, 2009, 1:30 pm

Nursing Classroom

**Type of meeting:** Oversight

**Facilitator:** Michael Hartman, Commissioner of Mental Health

**Note taker:** Denise McCarty

**Governing Body Members:** Patrick Flood, (Designee for Secretary Robert Hofmann); Dr. William McMains; Kate Purcell, Beth Tanzman, Deputy Commissioner of Mental Health; Terry Rowe, VSH Executive Director, Dr. Thomas Simpatico, VSH Medical Director

**Attendees:** Jessica Oski, DMH Legal Department; Ed Riddell, Anne Jerman (for partial meeting)

## **Discussed: Approval of Meeting Minutes**

The January 21st meeting minutes were reviewed by the Governing Body. No changes were made. Patrick Flood made a motion to accept the minutes as presented. William McMains seconded the motion. All were in favor. Motion passed unanimously.

## **Discussed: Commissioner's Report (with Michael Hartman)**

Michael gave an update on the Governing Body rule change. There is a House Bill (H237) that was introduced by members of the legislature. The bill proposes to authorize the department of mental health to create by rule a governing body for the Vermont State Hospital. Currently, the Governing Body is considered an Advisory Board/VSH Steering Committee rather than a Governing Body until the rule passes by both houses. This may take 3 to 6 months to pass. If the rule passes the VSH Steering Committee can go back to being a Governing Body. Jessica advised the Steering Committee that the Policy Work Group will be looking at a VSH Governance Policy on Monday, 2/23 at the Policy Work Group.

Michael and Beth both spoke with the House of Human Services and will be also speaking to the Senate Institutions regarding inpatient care facilities at Rutland Regional Medical Center and plans for a separate 15 bed inpatient care facility some where in the Waterbury Complex and downsizing the existing state hospital facilities.

(End of Commissioner's Report)

Presentation by Anne Jerman, Nursing Administrator

Anne reminded the Steering Committee that in March 2008 VSH had the highest level of injuries and the most significant increase in injuries during that time frame. She researched a pilot project in Massachusetts that was called Violence Prevention Community

Meetings. This pilot project was created by a woman named Marilyn Monger who worked at a correctional facility in MA to reduce injuries and risk of injuries at her facility. The project was called Violence Prevention Community meetings. Anne contacted Marilyn to get more information about this project to help implement something similar at VSH. VSH is currently conducting Violence Prevention Community Meetings on the units two times a week during the day shift. These meetings are facilitated by the nursing staff and both patients and staff are encouraged to attend. Currently, all dayshift staff are attending these meetings except those that are performing 1:1 observation of patients on the units. These meetings are used to discuss promoting less violence and promote a feeling of community on the units among staff and patients.

In March there will be Violence Prevention Community meetings added to the evening shift once per week.

(End of presentation)

Presentation from Ed Riddell, Alternatives to Seclusion and Restraint Coordinator

Ed gave a brief overview regarding the strategic plan and training of staff since September 2008.

**Discussed: Executive Director's Report (with Terry Rowe)**

Terry announced that Michael Sabourin was recently hired as the VSH Patient Representative.

Terry gave a quick overview of some of the projects that VSH Administration will be working on in February, March and April. Some of these projects include: Electronic group notes training, piloting new treatment plans, EIP leadership meetings, fixing ROSIE Software issues, medical staff cpr training, nursing kardex, adverse drug reactions training, ProAct training (the new aggression management training module that VSH will be using instead of NAPPI), Dr. Jeff Geller's visit in March to assist with the new Medical Director transition, referrals only now for patients to attend groups, utilization and review, treatment planning coaching, infection control consultation, EMR training (Pharmacy training) for a virtual pharmacy (24/7), violence prevention community meetings on the evening shift starting in March, Health Information Management consultant, Social Worker Skills Intervention, EMR training for nursing staff, CMS survey in April, Trauma enforcement training, patient rules change.

Terry acknowledged Tom's assistance with the transitioning of Jay Batra as the new Medical Director has helped with a smooth transition.

(End of Executive Director's Report)

**Medical Director Report (Dr. Thomas Simpatico)** - Tom acknowledged that the transition of Jay Batra as the new Medical Director is going smoothly.

(End of Medical Director's Report)

**Quality Assurance Report** – No report was given today.

### **Other Business**

Patrick Flood asked to discuss over time hours at VSH at a future meeting. He asked what can we attribute the over time at VSH from? A brief discussion followed.

Policies with Jessica Oski

**Interim Grievance and Appeals Policy** – The Steering Committee reviewed the policy. Minor changes were made during the meeting. Kate Purcell motioned to adopt this policy with the suggested revisions. Beth Tanzman seconded the motion. All in favor. Motion passed unanimously.

**Interim Levels of Autonomy and Supervision Policy** – The Steering Committee reviewed the policy. William McMains motioned to adopt this policy as presented. Beth Tanzman seconded the motion. All in favor. Motion passed unanimously.

**Volunteer Policy** – The Steering Committee reviewed the policy. Beth Tanzman motioned to adopt this policy as presented. Kate Purcell seconded the motion. All in favor. Motion passed unanimously.

**Public Comment** – no public attendees were present.

Meeting adjourned at 3:25 pm. The next meeting of the VSH Steering Committee will be March 18, 2009 at 1:30 pm in the VSH Nursing Classroom.

Respectfully submitted,

Denise McCarty  
Minute Taker